

## Minutes of ICF Board meeting Friday, June 14, 2024 10AM

**Attendance:** Carolyn Lumber, Bob Williams, Roy Pulvers, Jan Harvey Fred Kowell, Barb Farmer, Stephen Doubleday, Mary Stevenson and Stephanie Vickers

**Minutes** Last meeting was the Meet and Greet on May 1st (no minutes)

Updated contact list for the Board: [Irvington Club Foundation BOD May 2024.docx](#)

### **Set dates for future meetings**

July 11<sup>th</sup> 0900

August 23<sup>rd</sup> Friday 0900

### **Introductions/share agenda**

**Set up committees:** Discussed how to get started with ICF (process and procedures for running the ICF and the functions of the board).

### **Grants Committee – Jan, Roy, Bob**

to come up with suggestions, for example to design rubric, criteria, evaluation forms, businesses to work with.

Roy - Make sure we clearly know what we want to support and let people know what we specifically are going to do, who are we going to help. Outline the criteria for applying for Grants

### **Insurance- Barb**

Traveler's seems best fit and IC has history with Travelers and is pleased with them. Great American won't insure us due to space. Estimates were between \$641 – 1,000. Carolyn suggests we get Insurance now – Barb – would like that too. **Motion** made but tabled until next meeting.

### **Finance Committee – Roy, Stephen, Fred (chair)**

Fred shared about need for more funds before we can do something automated that costs. Ask Beth and Anita. Fred can we put in a socket embedded into the ITC website and you can donate online?

### **Fundraising Committee: Carolyn (chair), Barb, and Stephanie**

Stephanie shared some ideas for more ICF visibility, an effort to get donations and activities that might engage members: Dunk Tank at Barbecue and an event in early Fall.

### **Communication/Advertising Committee: Barb, Stephanie**

Barb is already doing this with old directories and getting in touch with old members or people who have been associated with ITC.

Mary - write thank you notes

Stephanie Monthly Ad in the Club's monthly newsletter., reader board, articles, flyers - Advertise matching donation to get that in July newsletter.

### **Develop ICF website** in the future

What to post? By-laws, minutes, board members, applications for nonprofits and scholarships and rubrics/criteria to award funds, evaluation forms, other?

**TO DO:**

Update ICF information on IC Website – add board members and contacts' info, post meetings' schedule, MOU with IC, Minutes (basic notes from minutes)/agendas from meetings (Mary)

Look into modifying the ICF name to add Community (Fred) per Roy's suggestion.

Consider a P.O. Box for mailings

Communicate with members that the ICF board has pledged a \$5,000 matching fund donation for those who donate by 9-1-24. (Stephanie)

**Meeting adjourned** at 11:40AM.

Minutes submitted by Mary Stevenson 6/14/24